

EPA TIPs
Technical Information Packages

United States
Environmental Protection
Agency

Office of Research and
Development
Washington, DC 20460

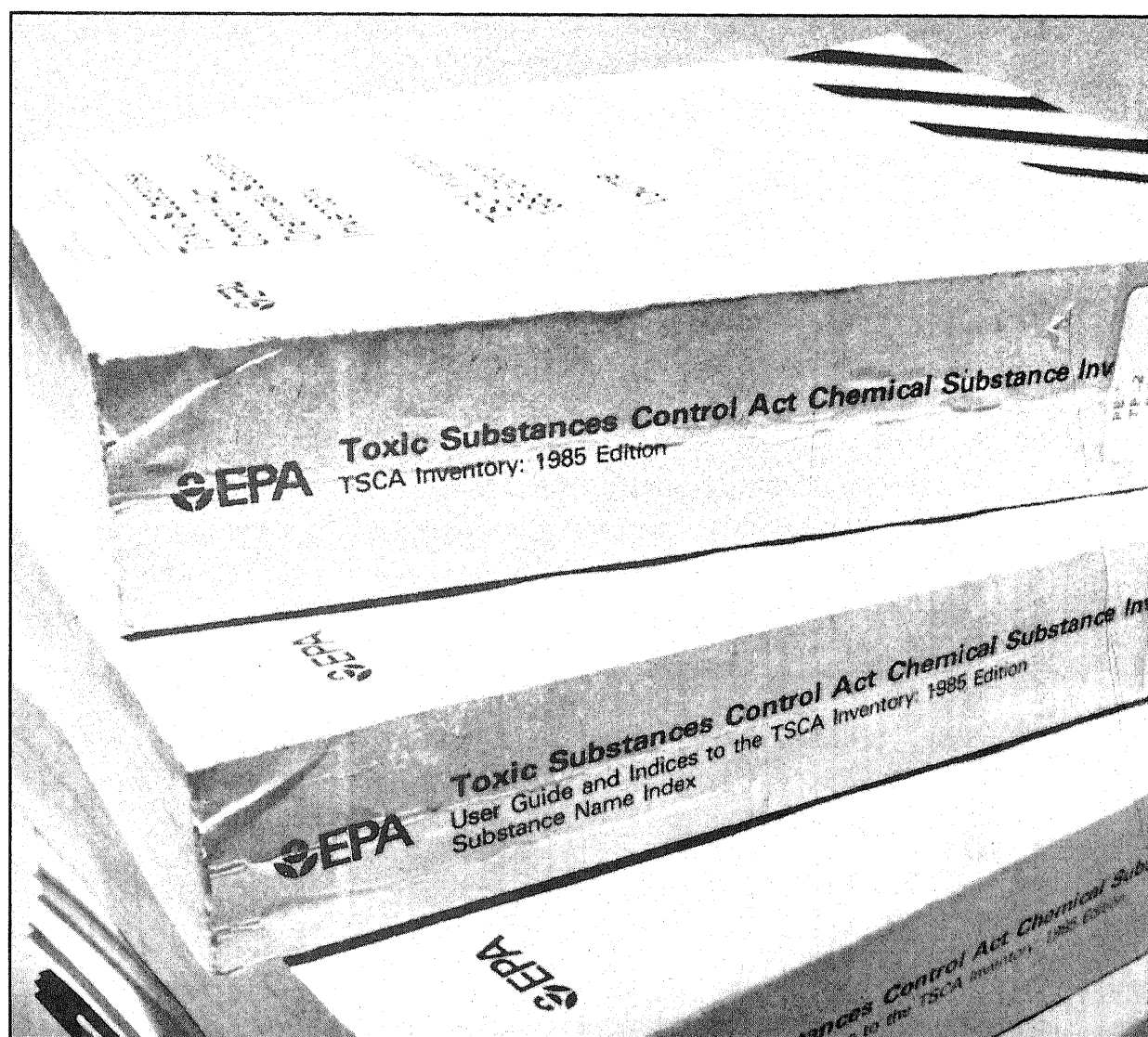
Office of International
Activities
Washington, DC 20460

Office of Administration and
Resources Management
Washington, DC 20460

EPA/600/M-91/038
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EPA Information Sources



EPA Technical Information Packages

This brochure is part of a series of information packages prepared by the United States Environmental Protection Agency (EPA). Aimed at the international community, the packages focus on key environmental and public health issues being investigated by EPA. The products highlighted within these packages provide a sound technical basis for decisions regarding the development of environmental policy, abatement activities, and pollution prevention. By pooling expertise in the areas of environmental science and technology, significant progress can be anticipated to ensure a habitable environment for all nations.

EPA Information Sources describes documents and resources that facilitate the operation of the EPA. Brochures and associated support material are available on the following topics:

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|--|---|
| • Ensuring Safe Drinking WaterEPA/600/M-91/012 | • Water QualityEPA/600/M-91/033 |
| • Mining Waste ManagementEPA/600/M-91/027 | • Risk AssessmentEPA/600/M-91/034 |
| • Pesticide Waste DisposalEPA/600/M-91/028 | • Pesticide Usage GuidelinesEPA/600/M-91/035 |
| • Air Quality ManagementEPA/600/M-91/029 | • Pollution PreventionEPA/600/M-91/036 |
| • Solid Waste DisposalEPA/600/M-91/030 | • Environmental Impact |
| • Hazardous Waste Management ..EPA/600/M-91/031 | AssessmentsEPA/600/M-91/037 |
| • Small Community Wastewater | • EPA Information SourcesEPA/600/M-91/038 |
| SystemsEPA/600/M-91/032 | • Environmental Management ...EPA/600/M-91/039 |

Each complete Technical Information Package (TIP) consists of a cover brochure as well as all of the documents highlighted within the body of the brochure. Generally, the cover brochures contain a section discussing the environmental issue, associated health and environmental effects, guidelines, sampling and analytical methods, as well as treatment and disposal technologies. Following this section, a bibliography is provided to identify other important sources and documents in the field. Finally, a number of EPA contacts followed by some additional EPA resources are listed to facilitate consultation and technical assistance. Document ordering information is provided on pages 6-8.

Introduction

The United States Environmental Protection Agency (EPA) believes that information can be utilized worldwide to foster environmental awareness. One of the primary tenets of EPA's international program is to share U.S. information and experience with other countries.

EPA's programs cover a wide range of environmental subjects: air and radiation, water, pesticides and toxic substances, and solid waste and emergency response. These program subject areas are supported through a cohesive structure of administration and resources management, policy planning and evaluation, research and development, enforcement, and international activities. This brochure and its supporting documents will act as a guide or roadmap to the many sources of information that are available throughout the agency.

The first section of the brochure contains information on a series of EPA publications created to improve access to EPA's environmental information services. These directories are entitled *ACCESS EPA*.

The second part of the brochure lists other publications that EPA has produced to improve access to its information but that are not included in the *ACCESS EPA* series.

A third section describes two of the United Nations Environment Programme (UNEP) programs that are currently housed at EPA: INFOTERRA and the International Register of Potentially Toxic Substances (IRPTC).

ACCESS EPA

ACCESS EPA, Consolidated Volume, (EPA/IMSD-91-100) consolidates into one volume the seven directories in the Access EPA series. Its purpose is to improve public access to EPA's environmental information. Each chapter begins with a brief introduction and a table of contents. *ACCESS EPA* can be ordered as this consolidated volume or each directory can be ordered separately. The seven directories that are included in this consolidated volume are as follows:

Public Information Tools, (EPA/IMSD-91-101) contains a brief overview of the U.S. Environmental Protection Agency (EPA) and its regional and field structure with a map of the ten Regions. Four major distribution points for EPA documents are described: the EPA's Public Information Center (PIC), the Center for Environmental Research Information (CERI), the U.S. Government Printing Office (GPO), and the National Technical Information Service (NTIS). This directory also describes the availability and ordering information for selected EPA documents.

Major EPA Dockets, (EPA/IMSD-91-102) provides information on the collections and services of eight EPA docket programs. The purpose of the dockets is to provide information about EPA rulemaking.

Rulemaking, or regulation development as it is called in EPA, is defined as the agency process for formulating, amending or repeal-

ing a rule. Rules establish the particular policies and procedures used in carrying out the statutory goals dictated by the U.S. Congress.

As a part of this rulemaking process, EPA is responsible for providing public access to information considered in developing rules and seeking public comments on new drafts of rules. The public dockets house this information.

Clearinghouses and Hotlines, (EPA/IMSD-91-103) describes the many clearinghouses, hotlines, and electronic bulletin boards that have been developed by the Environmental Protection Agency. A clearinghouse is a center for the collection, classification, and distribution of information covering a specific subject.

This directory is organized by program areas: Air and Radiation, Hazardous and Solid Waste, International, Pesticides and Toxics, Pollution Prevention, Research and Development, and Water. With the exception of The National Response Center, all clearinghouses and hotlines listed in this chapter are maintained by EPA and its agents.

Records Management Programs, (EPA/IMSD-91-104) is designed to identify records management contacts in each facility or program office. It contains information about the records management programs and the services they offer.

A good records management program is essential to ensure easy access to records, to facilitate environmental decision making, and to manage records in the most efficient and

effective manner. These objectives at EPA are achieved through a comprehensive program of policy and guidance development, communication and outreach initiatives, education and training, and direct services to programs.

The directory is arranged by the EPA organizational structure. Headquarters records are listed first, followed by the ten Regions. Additional records programs, including Laboratories and Superfund, are listed after the entry for their Regional records management program.

Major EPA Environmental Databases, (EPA/IMSD-91-105) serves as a guide to accessing EPA automated data systems that are national in scope and contain environmental program information as opposed to administrative information. The directory is organized by the program subject areas: Air and Radiation, Hazardous and Solid Waste, Pesticides and Toxic Substances and Water. Each system's description includes purpose, types of data available, how to access the data, user assistance, and other information to assist potential users in determining how EPA data can help them.

Library and Information Services, (EPA/IMSD-91-106) describes over 30 libraries in the EPA Regional network and three specialized information services. It provides information on the collections of each of the libraries. These libraries are located at the EPA Headquarters in Washington, D.C., the ten

Regions and the thirteen specialized Laboratories throughout the U.S.

The libraries and other information services contain a combined collection of more than 136,000 books, 5,100 journal subscriptions, 364,000 hard copy technical reports, 3,200,000 documents on microfilm and microfiche, 9,000 journal article reprints and 25,000 maps.

State Environmental Libraries, (EPA/IMSD-91-107) contains information on the collections and services provided by individual state environmental libraries, and contact information for access. Although this directory does not include every environmental library, there is at least one entry which is a reference point for each of the 50 states in the U.S.A. Appendices include a subject index to the library collections and a list of Regional Government Depository Libraries including contact information.

OTHER EPA INFORMATION SOURCES

The **Glossary of Environmental Terms and Acronym List, (19K-1002)** is designed to give the user an explanation of the more commonly used terms appearing in EPA publications, news releases and other Agency documents available to the general public, students, the news media, and Agency employees. A list of widely-used environmental acronyms and the corresponding names is also included.

Technology transfer is a crucial component of progress towards sustainable development throughout the developing as well as industrial countries. EPA has an introductory brochure, **Environmental Technology Sources: Matching Solutions to Problems, EPA/600/9-91/011** to assist foreign governments, business organizations, non-governmental organizations, and others in identifying appropriate information and contact points at EPA. It includes the function, areas of focus, and sample publications for each of the EPA program offices and INFOTERRA. Additional sections describe other EPA offices and information resources related to technology transfer.

The goals and objectives of the EPA are contained in the document, **Strategic Direction for the U.S. Environmental Protection Agency, GPO 1991-523-695**. There are four aspects that EPA concentrates on: providing leadership in the nation's environmental science, research, and assessment efforts; making sound regulatory and program decisions; effectively carrying out EPA programs and policies; and improving the global environment.

NON-EPA INFORMATION SOURCES

The United Nations Environment Programme (UNEP) has created two worldwide information networks that have U.S. centers at EPA. These two information sources are INFOTERRA and the **International Register of Potentially Toxic Chemicals (IRPTC)**.

INFOTERRA

INFOTERRA is the information exchange network of UNEP. The INFOTERRA network consists of 138 member-countries, each with a National Focal Point (NFP). The United States NFP is located at the EPA Headquarters Library.

The INFOTERRA/USA staff locates documents, provides photocopies of articles, compiles bibliographies, database searches and lists of contacts, and assists international researchers to use the EPA Headquarters Library. The office will either answer a request directly or refer the inquiry to the proper source.

The *International Directory of Sources*, published by INFOTERRA, provides access to environmental expertise on over 1,000 environmental topics. INFOTERRA/USA lists over 500 sources of U.S. information in the directory.

The INFOTERRA Network can be accessed through each country's National Focal Point or through the Programme Activity Centre of UNEP in Nairobi, Kenya:

USEPA
INFOTERRA/USA NFP
401 M Street SW
PM-211 A
Washington, D.C. 20460
Phone: (202) 260-5917
FAX: (202) 260-3923

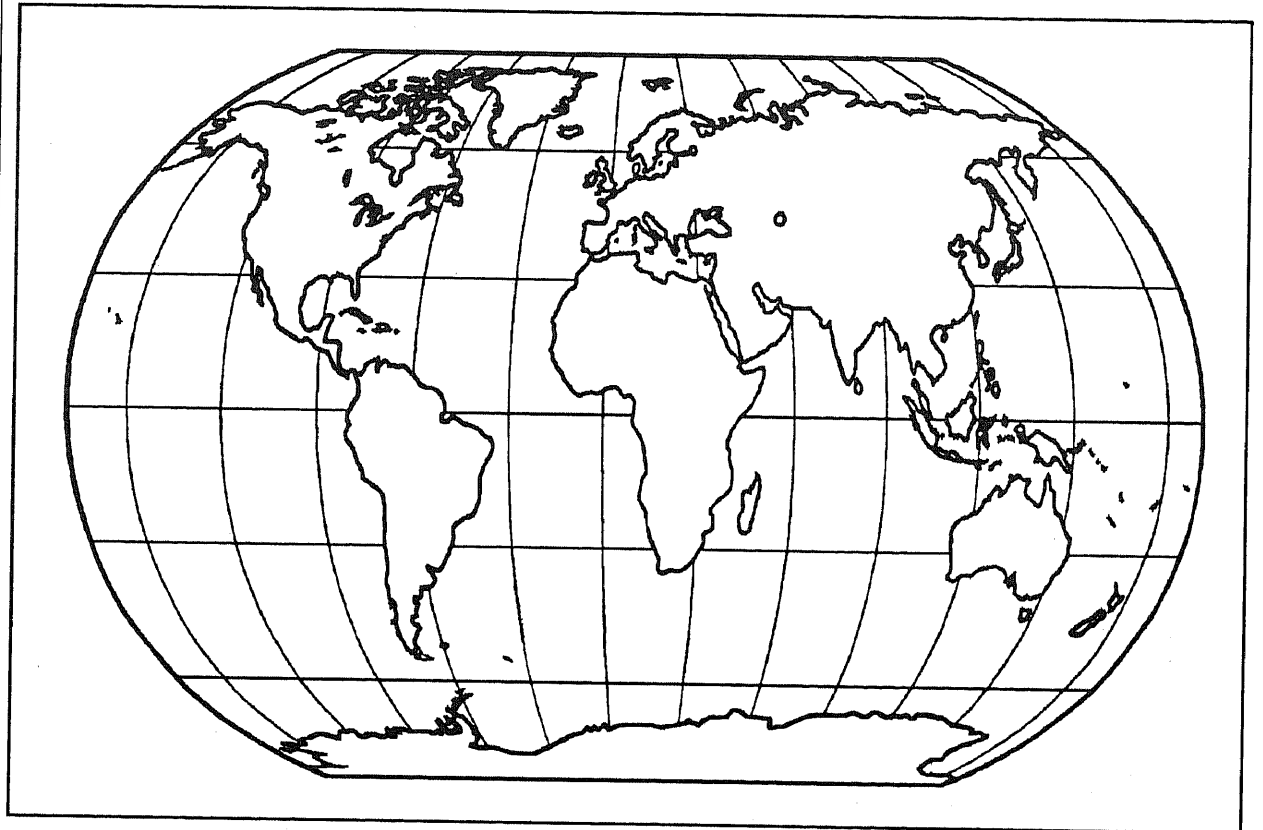
INFOTERRA/Programme Activity Centre
United Nations Environment Programme
P.O. Box 30552
Nairobi
Kenya
Phone: (254 2) 333 930
FAX: (254 2) 520 711

International Register of Potentially Toxic Chemicals (IRPTC)

The IRPTC is a database developed by UNEP to provide access to information on the production, distribution, release, disposal, and

adverse effects of chemicals. It also provides information about national, regional and global policies, controls and recommendations on potentially toxic chemicals.

The legal file is the most often used segment of the database. It contains brief descriptions of existing regulations for controlling chemicals. All substances (except pharmaceuticals and radioactive substances) are covered and legal control mechanisms are included. The file has complete records for the thirteen member-countries and the six participating international organizations.



The IRPTC can be accessed through each of the thirteen member-countries' National Contact, the six participating international organizations or through the IRPTC Center in Geneva, Switzerland:

USEPA
IRPTC/ USA National Contact
PM-211 D
401 M Street, S.W.
Washington, D.C. 20460
Phone: (202) 260-5109
FAX: (202) 260-3923

The Director
IRPTC/UNEP
Palais des Nations
1211 Geneva 10
Switzerland
Phone: (41 22) 798 8400 or 798 5850
FAX: (41 22) 733 2673

ADDITIONAL REFERENCES

EPA Annual Budget: A copy of the budget and the budget summary are usually available from the EPA Office of the Comptroller by February for the following fiscal year.

USEPA
Office of the Comptroller
Budget Division
PM 225
401 M Street SW
Washington, D.C. 20503

Phone: (202) 260-8340
FAX: (202) 260-0084

EPA Annual Report: EPA does not produce a comprehensive annual report. The *Council on Environmental Quality's Annual Report* covers many of the topics that an EPA annual report would include. It is available from:

Council on Environmental Quality
722 Jackson Place, NW
Washington, D.C. 20503
Phone: (202) 395-5750
FAX: (202) 395-3744

EPA Journal: Magazine published six times a year. Each issue has a different environmental theme. Subscriptions are available through:

The Superintendent of Documents
Government Printing Office
Washington, D.C. 20402
Phone: (202) 783-3238
FAX: (202) 275-2529

EPA Publications Bibliography: Quarterly Abstract Bulletin: This document is a list of the new EPA publications and is published four times a year. The bibliography is arranged by title, subject, author, and report number. Reports can be purchased in microfilm or paper form from:

National Technical Information Service (NTIS)
5285 Port Royal Road
Springfield, VA 22161
Phone: (703) 487-4650
FAX: (703) 321-8547

Environmental Statutes and Regulations: Copies of the *Federal Register*, which is published daily and contains all new EPA regulations, are available from:

Superintendent of Documents
Government Printing Office
Washington, D.C. 20402
Phone: (202) 783-3238
FAX: (202) 275-2529

The *Code of Federal Regulations (Title 40)* is a yearly compilation of all EPA regulations issued in the *Federal Register*. It is available from:

Superintendent of Documents
Government Printing Office
Washington, D.C. 20402
Phone: (202) 783-3238
FAX: (202) 275-2529

Copies of all U.S. Legislation may be obtained free of charge from:

Superintendent of Documents
Government Printing Office
Washington, D.C. 20402

Phone: (202) 783-3238
FAX: (202) 275-2529

Who's Who in EPA provides Agency organizational charts including names and titles of managers. It is available through:

USEPA
Public Information Center (PIC)
401 M Street, S.W.
PM-211 B
Washington, D.C. 20460
FAX: (202) 260-7884

Phone: (202) 260-2080



Additional Contacts

<u>FIELD OF EXPERTISE</u>	<u>CONTACT</u>	<u>FAX NUMBER</u>
Center for Environmental Research Information (CERI)	Dorothy Williams	513-569-7566
INFOTERRA	Linda Spencer	202-260-3923
International Register for Potentially Toxic Chemicals (IRPTC)	Andrew Battin	202-260-3923
Public Information Center (PIC)	Kevin Rosseel	202-260-7883

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Ordering Information

The following is ordering information for the EPA documents mentioned in this Technical Information Package brochure:

1. **ACCESS EPA, PB 91-151563** can be ordered using either the title of the document or the NTIS PB number from either of the following two locations:

National Technical Information Service (NTIS)
5285 Port Royal Road
Springfield, VA 22161
Phone: (703) 487-4650
FAX: (703) 321-8547

Superintendent of Documents
Government Printing Office (GPO)
Washington, D.C. 20402
Phone: (202) 783-3238
FAX: (202) 275-2529

NTIS also sells the *ACCESS EPA* chapters as separate publications. Each directory provides contact information and a description of services. The directories are as follows:

<i>Public Information Tools:</i>	NTIS Number: PB91-151571
<i>Major EPA Dockets:</i>	NTIS Number: PB91-151589
<i>Clearinghouses and Hotlines:</i>	NTIS Number: PB91-151597
<i>Major EPA Environmental Databases:</i>	NTIS Number: PB91-151613
<i>Records Management Programs:</i>	NTIS Number: PB91-151605
<i>Library and Information Services:</i>	NTIS Number: PB91-151621
<i>State Environmental Libraries:</i>	NTIS Number: PB91-151639

2. *Glossary of Environmental Terms and Acronym List*, 19K-1002 and *Strategic Direction for the U.S Environmental Protection Agency*, GPO 1991-523-695 can be ordered at no cost from:

USEPA
Public Information Center (PIC)
401 M Street SW
PM-211 D
Washington, D.C. 20460
Phone: (202) 260-2080
FAX: (202) 260-7884

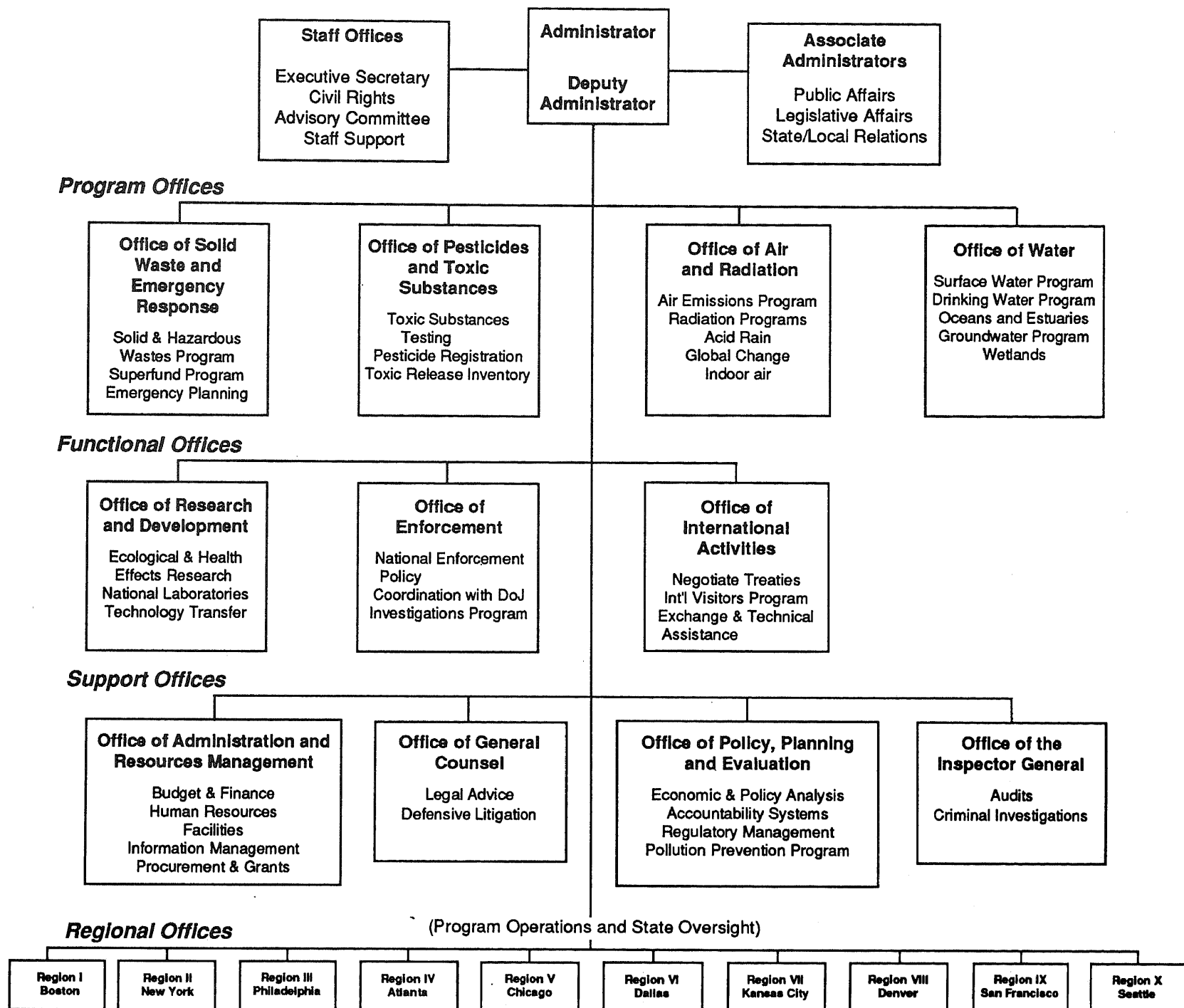
3. *Environmental Technology Sources: Matching Solutions to Problems*, EPA/600/9-91/011 can be ordered with either the exact title or EPA document number at no cost from (while supplies are available):

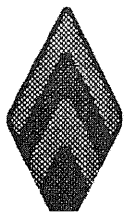
Center for Environmental Research Information (CERI)
U.S. EPA, P.O. Box 19963
Cincinnati, OH, 45219-0963
Phone: (513) 569-7562
FAX: (513) 569-7566

Once the CERI inventory is exhausted, the document can be ordered for a fee through NTIS:

National Technical Information Service (NTIS)
5285 Port Royal Road
Springfield, Virginia 22161
Phone: (703) 487-4650
FAX: (703) 321-8547

Organization of the U.S. Environmental Protection Agency with Functional Notes





EPA TIPS

Technical Information Packages

